

Selectmen's minutes of meeting May 3, 2021

Members present: Brian O'Rourke, Mark Newman, George Riley by remote,
Dolores Harasyko, Admin. Asst.

Called to order at 7:00 p.m.

Remote participation information provided for the public.

Reviewed and signed minutes of meetings.

Reviewed and signed purchase orders.

Update on the records storage facility. George and Dolores are meeting on May 11 at 3:00 p.m. with King Information Systems for a walk through of the storage unit. They will then provide us with a proposal. George will also do a visual tour with the Mass Library Systems. Brian responded that we should get a trailer with a controlled environment so that there is a place to work. Mark has a quote coming on purchasing a used one.

George reviewed a quote from Larkin LTD for \$1,960 for a sign for the Town Hall which will also include a sign for Berkshire Natural Resources. BNRC will split the cost with the town proportionately. Dolores stated that the sign should say "Town Hall Annex" not just "Town Hall". The Town Hall is on Silverbrook Road. This could be confusing when it comes time to vote. Chris Joyce responded that the sign should show "Annex" for clarification. Brian responded that the letters are vinyl and can easily be moved.

Mark asked if there were more than just the one quote. BNRC has only gotten one but would be happy to look for others.

Chris asked why are we having the DPW install the sign instead of the sign maker. The DPW has enough work to do. George responded that it is up to the town, Larkin can install it for an additional \$750. The DPW is willing to do it, they have the post hole digger.

We will hold off further discussion until BNRC obtains more quotes.

George presented information on a cluster mail box to be installed at the Town Hall Annex. The cost is approximately \$1,400. This will eliminate the many post office boxes that the town pays rental on each year. Mark asked how this was being paid for. Brian responded that the Town Manager will look into Covid funds for it. If not Dolores suggested that we can pay for it out of General Government or the Repair of Town Properties account. Motion by Brian, second by Mark, passed unanimously to move forward with the cluster mail box. Roll call vote: Brian, yes, Mark, yes, George, yes.

The Town Manager will fill out a purchase order and then order the mailbox.

Discussed the current mowing bid. The current contract allows for a one year extension. Brian has heard nothing but compliments on Matt McCuin's work. Motion by Brian, second by Mark, passed unanimously to extend the contract for one year adding both fire houses and 2 brushhog

mowings for Yanner Park. We will write up a simple addendum. Roll call vote: Brian, yes, George, yes, Mark, yes.

Discussed the information provided by the Board of Health required to open the Town Hall Annex. Dolores reviewed the information provided by Kim Spring. We will need to set up a work table by the back door of the Annex with a thermometer, masks, sanitizers and tracking documents. Each person entering the town hall annex, including employees will need to have their temperature taken, fill out and answer questions for tracking. This is going to be very time consuming. Brian stated we would need someone to stay at the back door and do this all day. He asked Dolores if the process they are working under now works, she responded that it works very well. Whatever cannot be handled by the mail is handled at the back door and by using the dropbox. People have been very responsive to the process we are using. We will continue to operate as we have been until August or until the Governor changes the rules. Barbara Cormier would like to reopen the COA. Since they would have to follow the same process and only allow 25% capacity they will not be able to open the senior center at this time. However, they can use the Old Town Hall since it has a lot more room for them to spread out.

Discussed the location and format of future selectmen's meetings. We will have next weeks meeting at the Old Town Hall and on Zoom. We will address the following meetings later.

Future agenda items:

Chris Joyce would like to discuss the ditches on Town Hill Road. We will place this on next weeks agenda and ask the road superintendent to be present.

Topics not reasonably anticipated by the Chair:

Mark Newman received an email from the Smigels regarding a farmers market. He has an issue due to the special permit that was approved which only included 7 parking spaces. The email states that they will have 10 to 15 vendors. For their special permit they had to get a variance for the 7 parking spaces. He is concerned that these extra vehicles could cause their special permit to be revoked. We will contact the Smigels and have them come to the next selectmen's meeting.

Mark is also concerned that a candidate for selectmen advertised that he is having a political meeting at the DPW property on Saturday, May 8. Brian will follow up with Town Counsel to find out if this is appropriate.

Barbara Cormier stated that the COA is having a meet and greet the candidates on May 6.

Brian asked for an additional future agenda item to be added to next weeks agenda. It will be for the selectmen to vote to appoint a Moderator for the Annual Town Meeting. The current moderator Simon Winchester sent an email explaining that he is unable to moderate this years annual town meeting.

Mail reviewed

Warrants reviewed and signed.

Meeting adjourned at 7:52 p.m.

Brian O'Rourke

George Riley

Mark Newman